

## **FREDERICK COMMUNITY ACTION AGENCY**

### **Joint Meeting of the Community Action Board of Directors and Friends for Neighborhood Progress, Inc.**

#### **Meeting Minutes - March 17, 2010**

**Community Action Board Members Present:** Seaven Gordon, Chairman; Bob Mannis, Vice Chairman; Guy Djoken; Chris Bickle; Nate Phillips; John Sica; Dick Basford; Jan Gardner; Michael O'Connor; and Michael Tauraso.

**Friends for Neighborhood Progress Board Members Present:** John Sica, President; Seaven Gordon, Treasurer; Marcia Hall; Blake Briddell; and Scott Winnette.

**Staff Present:** Sarah McAleavy, Coordinator; Michele Ott, Coordinator; Mark Colie, Coordinator; Brad Peterson, Coordinator; Joe Baldi, Housing Counselor; and Mike Spurrier, Director.

- **Call to Order:** Introductions were called for by Chairman Seaven Gordon and the meeting was called to order at 12:10 p.m.
- **Minutes:** Chairman Gordon asked for corrections and additions to the minutes of the regular Board meeting held on January 27, 2010; hearing none, the minutes were accepted as written.
- **Financial Reports:** With one (1) minor correction (USDA Rural Housing was changed to Maryland Rural Council), the Financial Reports were unanimously accepted as written on a motion by Marcia Hall, with a second by John Sica.
- **Program Presentation:** A detailed report on the Housing Counseling and Housing First Programs was presented by Brad Petersen, Manager of Housing Programs and Joe Baldi, Housing Counselor. Please see the attached documents and handouts for additional information on the program presentation.
- **Director's Report:** Mike Spurrier, Director provided a brief report on the budget preparations for FY 2011 and passed out two (2) program outlines with details about programs and initiatives currently being developed (please see the attached documents for additional information).
- **Adjournment:** With no other business to come before the Boards, the Joint Meeting was adjourned at 1:30 p.m. The next meeting will be held on May 19, 2010.

Respectfully submitted,

Mike Spurrier, Director